



Port Community Information Bulletin # 09-04
Marine Safety Office (813) 228-2191
Tampa, Florida

Effective Date: **April 14, 2004**
Expiration Date: **Until Cancelled**

International Ship and Port Facility Security Code (ISPS) Certificate Issuance Procedures

International Ship Safety Certificate (ISSC)

U.S. flagged vessels sailing on international routes that must comply with SOLAS will be required to meet the ISPS Code. The Coast Guard must verify that the vessel fully complies with the ISPS Code prior to issuing the ISSC.

In order to meet the demand for ISSC issuance prior to July 1, 2004, Marine Safety Office is offering industry the opportunity to demonstrate compliance with a submitted plan, vice approved plan and be issued an Interim ISSC valid until July 1, 2004. These verification exams are voluntary and may be conducted in conjunction with a normal inspection for certification exam or upon request of the vessel.

To issue an the Interim ISSC, the Coast Guard will need to verify that:

- The ship assessment is complete.
- The Vessel Security Plan has been submitted to Marine Safety Center and has been implemented, and
- The CSO has completed the requirements of ISPS 19.4.2.4

Upon successful verification of the above, an Interim ISSC will be issued. A requirement (or CG-835) will be issued at the time of the exam to provide proof that the Vessel Security Plan as verified above has been approved. This requirement will serve as a tickler for issuance of the permanent certificate and verification that no major revisions are made to the plan as demonstrated. Provided the issued requirement is satisfactorily completed prior to July 1, 2004 the Coast Guard will forward to the vessel a full term ISSC based on the issuance of an Interim ISSC. The full term ISSC will expire with the vessel's other Coast Guard issued certificates.

Continuous Synopsis Record (CSR)

The CSR is a new form, required by recent SOLAS amendments, and must be onboard U.S. vessels sailing on international routes by July 1, 2004. The newly established CSR desk will process applications and issue the CSR.

For a vessel to receive a CSR the following prerequisites must to be met:

- Approval of Vessel Security Plan
- Satisfactory onboard verification of VSP by CG
- CG issuance of the International Ship Security Certificate

Once the prerequisites are met, a vessel must apply using an Application for Continuous Synopsis Record (CG-6039). The Federal Register Notice that announced the availability of this application can be found at the G-MP MTSA/ISPS help site. <http://www.uscg.mil/hq/g-m/mp/rules.shtml> Please note that this form asks for the Original Date of Documentation. Owners/Operators should call the CSR Desk for this info.

All applications will be processed by the CSR Desk at the National Vessel Documentation Center. Applications are being received now. Vessels do not need to have an approved plan or an issued ISSC to submit an application for the CSR. However, the CSR will not be issued until the prerequisites are met. Early submittal is intended to speed up the process to help prevent a June backlog. Electronic submittals are also being accepted. Information on the CSR Desk as follows:

CSR Desk
PO Box 1750
Falling Waters, WV 25419-1750
email: csrdesk@nvdc.uscg.mil
telephone: 1-866-603-5476

Contact the Port State Control branch at 813-228-2193, x8138 with any issues or questions.

J.M. Farley
Captain, United States Coast Guard